FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00151006 **Type of Permit:** FILMING **Release Date:** 05/03/2019

Production Company	NEW YORK FILM ACADEMY LTD - STUDENTS
Insured Company Name	NEW YORK FILM ACADEMY LTD - STUDENTS
Contact Phone No. 1	818-333-3558
Contact Phone No. 2	212-674-4300
Fax	
Address	3300 W. RIVERSIDE DR BURBANK, California 91505
Production Title	ROOM 117
Type of Production	Student

Producer	Maria Ezobi
Director	Marc Ketcham
1st AD	Nicco Carusso
Production Manager	Maria Ezobi
FilmL.A. Coordinator	Ramona Jones
Location Manager	Maria Ezobi
Primary Phone	Mobile - 916-716-8138
Secondary Phone	
Location Assistant	Nicco Carusso
Primary Phone	Mobile - 412-721-6044
Secondary Phone	

Fees

Notification Charge	$60.00	**Total Permit Fee**	$86.00
FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00	**Number of Locations**	1

NOT A PERMIT

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Summary Information — Location

Permit Number	F00151006	**Location Manager**	Maria Ezobi
Production Company	NEW YORK FILM ACADEMY LTD - ST...	Primary Phone	Mobile - 916-716-8138
Insured Company	NEW YORK FILM ACADEMY LTD - ST...	Secondary Phone	
Production Title	ROOM 117		

Location Address 4067 Tujunga Ave, Los Angeles, CA, 91604

Location Type Apartment Building

Film Dates 5/4/2019 - 5/5/2019 09:00 - 21:00 2 days

Open or Closed to the Public Closed

Generic Conditions
All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic
No Parking in handicap spaces at anytime.
No stopping and setting up in residential areas before 7am or after 10pm without prior approval
No stopping or setting up in front of merchants or residents without prior approval

Please see attached documents
NYFA--ROOM117_STUDENT LETTER.pdf
Colfax_Meadows_August-2014_dw.pdf
First_Christian_Church_of_North_Hollywood_Parking_Guidelines_and_Map.REVISED 1.16.15.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	6
Cube Trucks	1

Personnel on Location

Type	Quantity
Cast	2
Crew	20

Filming Activities Brandishing weapons (not in public view); Camera on sticks; Interior Dialogue; Interior establishing shots. ; Filming in unit#104.; All activity to take place on private property. ;

Jurisdiction **Political:** Los Angeles City - Council District 02 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 562 **Grid:** J6

Approvals LOS ANGELES CITY POLICE DEPARTMENT Vincent Aguirre

Coordinator Note No cabling in Hallways, Stairwells and Corridors.

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Insured Company	NEW YORK FILM ACADEMY LTD - ST...	Secondary Phone	
Production Title	ROOM 117		

Coordinator Note Must keep Hallways, Stairwells and Corridors clear of Camera and equipment at all times.

Coordinator Note No Smoking allowed.

Coordinator Note Spot check ok'd by Insp Owens on 4/30.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
vehicles to be parked in apartment building guest parking.

NOT A PERMIT

Permit #F00151006

NEW YORK FILM ACADEMY

COLLEGE OF VISUAL AND PERFORMING ARTS

April 9, 2019

marc.ketcham@nyfa.edu

To Whom It May Concern:

Please allow this letter to serve as verification that Marc Ketchan is a student in good standing at the New York Film Academy BFA Filmmaking Program. They will be shooting a student film on the dates of May 8 - 9, 2019. This student project "Room 117" will not be used for commercial purposes, but to fulfill program requirements.

If you have any further questions, do not hesitate to contact me at the number listed below.

Best Regards,

Luis Valencia

New York Film Academy
Production Services Advisor
818.330.6133
luis.valencia@nyfa.edu

NO PERMIT

SPECIAL FILMING CONDITIONS
COLFAX MEADOWS AREA

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

- **FilmL.A., Inc. will evaluate all requests for permits in this area using the following criteria:** Frequency of filming per block near the requested location and parking areas – Duration and frequency of recent filming – Proximity of concurrent filming activities – Historical use – Recent problems or complaints – Number of filming days requested – Company size/scope – Proposed activities (effects, excessive noise, cranes, etc.) – any other criteria that may be relevant. ***NO PERMITS FOR THIS AREA SHOULD BE ASSUMED TO BE AVAILABLE WITHOUT PRIOR CONTACT WITH FILML.A. ANDTHE ABOVE REVIEW.***

- **The standard residential requirement prohibiting arrival before 7:00 a.m. and departure after 10:00 p.m., Monday through Friday, must be strictly adhered to. Weekend and holiday filming is generally prohibited, unless approved by FilmL.A.** An extension of the standard filming hours, weekend and/or holiday filming requires that affected residents be surveyed to identify neighborhood concerns and the approved hours and days must be indicated on the permit.

- **Affected residents must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit request must be submitted to FilmL.A. at least three (3) days in advance.*

- **A base camp location must be identified and listed on the film permit. The standard residential hours and notification requirements apply to all base camp areas.** Any request for an extension of the standard hours require affected residents be surveyed.

- **If a production company is parking at the First Christian Church of North Hollywood lot, porta-potties and generators must be parked in designated areas that are closest to the church and away from residential buildings.** *Production companies will be required to have an off-duty or retired officer to ensure traffic safety and assist in entering and exiting of vehicles out of the lot. The officer must arrive one hour prior to the permit start time and must remain during all filming-related activities to ensure proper departure time.*

- **Personal vehicles of cast/crew shall not be parked are not permitted to park on area streets.** Off-site parking must be arranged by the production company and cast/crew must be shuttled to and from the location.

- All cast and crew shall be informed of the provisions of the **Filmmakers' Code of Professional Responsibility.**

- **Parking of production equipment is limited to one side of the street only.** Film company vehicles shall not interfere with gardeners' activities, trash pick-up, safe use of the streets or access to resident driveways, unless approved by the affected residents.

- **Generator(s) with the proper noise shield shall only be parked in front of the location house, or in front of houses that have approved this activity**.

- **Trash and refuge must be removed from the area immediately after filming activities are completed each day.**

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

First Christian Church of North Hollywood

PARKING LOT LAYOUT FOR FILMING

Luis Oliart at: 818-939-1187 or Luis@fccnh.org

No crew or production vehicles allowed in parking lot prior to 7:00 a.m. Absolutely no idling of production vehicles on the adjacent streets prior to the opening of the parking lot

Use EXTREMECAUTION when operating or moving equipment due to the drop off and pick up of children for the day-care facility M-F 8:45-9:45AM, 12:00-1:00PM , 2:15-3:15PM

The red area is reserved daily (M-F) for preschool/day care parking

The green area is for the placement of large/noisy equipment (generators, etc)

The blue area is for general parking and non noisy/non fuming equipment

The yellow area is for restrooms, catering, craft services, small equipment

First Christian Church of North Hollywood appreciates the continued patronage of the entertainment industry as it allows us to help fund numerous outreach programs. At the same time, we wish to be good neighbors to the Colfax Meadows/Studio City community and ask that consideration is given to the numerous residents located near us. Notification by the production of base camp placement or filming of our facilities should be given at least 72 hours in advance to the residents located directly adjacent to our parking lot.

Productions are to contact/notify the following neighboring condominium HOAs (behind the church parking lot) to mitigate concerns:

THE PARK COLFAX HOA:

Peter Dirado: (818) 398-5040, peterdirado@mac.com

TROOST HOMEOWNERS ASSOCIATION

J.K. Hilbert: (310) 387-3474 jkhilbert@aol.com

First Christian Church of North Hollywood reserves the right to have equipment relocated in the parking lot if it becomes a nuisance to nearby residents.

NOT A PERMIT

First Christian Church of North Hollywood Parking Lot Layout for film crew parking/basecamps

Parking lot is open to film crews NO EARLIER than 7am. Film crews MUST excercise extreme caution when working in the lot during day care drop-off and pick-up hours

Legend

- Restricted for day care drop off-pick up M-F 8:45-9:45AM 12:00-1:00PM 2:15-3:15PM
- parking for generators, trailers, equipment
- parking for personal vehicles, misc equipment, wardrobe, etc. NO GENERATORS or equipment with motors
- placement of portable toilets and craft services

NOT FOR RETAIL